North Peace Housing Foundation

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North Peace Housing Foundation
Board Meeting Synopsis – May 5, 2021

COVID-19 Update

Vaccinations
It is being reported that there continue to be residents and staff who are making the decision to get their vaccination, but that there is still hesitancy, particularly among staff. We will continue to promote the benefits of the vaccination and provide educational material as required or requested.

Order 16-2020
On April 26, 2021 operators received Chief Medical Officer of Health Order 16-2021, Guidance for enhanced visiting in licensed supportive living, long-term care, and hospice settings. This is an update to Order 29-2020.

A summary of changes from Order 29-2020 includes the following:

- Each resident may now name up to four (4) Designated Family/Support Persons.
- Social visits must be supported if desired by majority (51%) of responding resident population.
- Operators must lead a resident directed risk tolerance assessment.
- Operators must have a suitable shared space for both indoor and outdoor visits.
- Operators must update their maximum number of persons permitted for visits, space permitting.
- Social visits may be restricted temporarily in outbreak situations.
- Designated family/support persons may be restricted in rare outbreak situations, directed in writing by local Medical Officer of Health or designate leading outbreak response, or AHS Communicable Disease Control advising outbreak response.

Administration has updated all relevant screening documents and the existing Safe Visiting Policy to compliant with Order 16-2021. We are finalizing our resident survey and will be administering it shortly to determine if the majority of the resident population in each facility is comfortable with indoor social visits at this time.

Nominal Sum Properties

The sale of the Hines Creek house was finalized this week; this is the third house sale out of the 15 units. We have had consistent interest over the last month and have started to show the units once again.

West View Condominium Project

No update currently.

Del Air Redevelopment

The design work is coming together nicely, and we have moved to having weekly project meetings. We are hopeful that the pre-award phase of the project will be drawing to a close at the end of May. More details will be shared in the verbal report as part of the regular agenda.

Yardi Voyager 7s and Rent Café Social Housing

The Foundation went live in Yardi Voyager and Rent Cafe on April 19, 2021. As with any software implementation or upgrade, there have been issues, but they seem to be manageable at this point. Thank you to our Director of Finance, Clayton Bober and Community Housing Manager, Jody Stark, for the hours that went into meetings, validation, updates, revalidation, and training. Jody has been a huge support to the rest of the Management Team and continues to provide regular training to the other Managers while they get comfortable with the upgraded system.

General

Heritage Tower Make-up Air Units

On April 20, 2021, the Foundation received notification that the contract for providing a recommendation, scope of work, and approximate cost for replacing the HVAC systems that have reached end of life was approved. The successful proponent, Scheunhage Popek & Associates Ltd., have been authorized and instructed to proceed with the contract.

Prior to this contract approval, NPHF submitted an emergency request for the replacement of the HVAC system, as we already had the suggested budget from Scheunhage Popek & Associates Ltd., as there were substantial delays in the approval of the first contract. We are hopeful that our second request will be approved in a timelier manner, as this project will have to be underway soon to have the equipment manufactured and installed before the winter of 2021. Timing is critical.

Human Resources

We are happy to report that we have filled both the Director of Human Resources and Fairview Accommodations Manager positions.

Our new Director of HR, Leslie Brecht, will be starting on May 3, 2021, and Kelli Drake, Fairview Housing Accommodations Manager, will start her new position effective May 17, 2021. We are delighted to welcome them both to the North Peace Housing team!

1. Resident and Tenant Levels

As of March 2021, we had a total of 167 lodge residents, down 2 from the month of February. Our lodge unit occupancy at the end of March was 71% of the 224 lodge units occupied.

We had 114 occupied Senior Self-Contained units at the end of March, consistent with the month of February. Our occupancy rate at the end of March was 88%.

Garden Court Seniors Apartments had 55 of the 63 units occupied at the end of March, up 1 from the month of February; our occupancy rate was 87%. We continued to have 5 out of the 8 trailers in Cadotte occupied at the end of March.

The Family Housing program had 76 of the 123 units occupied, up 1 from the previous month, and 20 of the 38 R&N units occupied, down 1 from the month of February, with an overall occupancy of 60%.

We had 32 Rent Supplement recipients in the month of March, down 1 from the month of March.

The Rent Assistance Benefit (RAB), formerly the Direct to Tenant Rent Supplement, is a long-term benefit which will continue to subsidize the rent for Albertans with low income. Households are eligible if they are below local income thresholds; subsidy amounts are calculated based on household income and local market rent.

The previous Private Landlord Rent Supplement is not reopening for new applications. Current recipients will be transitioned to the Rent Assistance Benefit, as funding agreements for those units expire.

Board Decisions

Coming out of the Strategic Planning Session held in April, the Board is in the initial stages of developing an overall Strategic Plan that will, in conjunction with the established Business Plan, guide the Foundation's direction in the foreseeable future.

The Board has directed Administration to prepare an RFP for the facilitation of Public engagement for the Westview Condo project.

The Board has directed Administration to take initial steps regarding the disposition of the former Autumn Lodge property in Berwyn.